DOCUMENT RESUME

ED 183 157 IR 008 072

TITLE Maryland State Department of Education: Division of Library Development and Services. Report 78.
INSTITUTION Maryland State Dept. of Education, Baltimore. Div. of Library Development and Services.
PUB DATE 78
NOTE 33p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Annual Reports; *Instructional Materials Centers; Library Expenditures; *Library Services; *Public Libraries; School Libraries; State Departments of Education; *Statistical Data
IDENTIFIERS *Maryland

ABSTRACT

Introduced with an overview of planned library service, the four parts of this annual report cover the Maryland State Library Network, public library services, school media services, and statistical data. The first part summarizes the activities of the state library resource center and the regional library resource centers, and provides statistical data on regional libraries' interlibrary loan performance and a comparison of the state regional library resource center for 1977 and 1978. Part two describes the community services, information and referral services, and services to institutions of the state's public libraries; the activities of the Maryland State Library for the Blind and the Physically Handicapped are noted, and a table of public library building data is supplied. Part three covers the program development, resources, and training activities of the state's school media centers and describes the State Media Services Center; financing information is provided and statistics are compared for 1977 and 1978. The appendices contain 13 tables of statistics on public library operating income and expenditures (per local system), LSCA projects, school media centers, materials collections, staffing in school media centers, and book costs. Membership lists of various library-related committees conclude the report. (JD)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED183157

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

MARYLAND STATE DEPARTMENT OF EDUCATION

DIVISION OF LIBRARY DEVELOPMENT AND SERVICES

REPORT 78

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

C.E. Crenson

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

IR008072

Contents

		Pages
	FOREWORD—DAVID W. HORNBECK, STATE SUPERINTENDENT OF SCHOOLS	2
	PLANNED LIBRARY SERVICE—AN OVERVIEW	3-4
1	THE MARYLAND STATE LIBRARY NETWORK	5-7
2	OFFICE OF PUBLIC LIBRARY SERVICES	8-11
3	OFFICE OF SCHOOL MEDIA SERVICES	12-15
4	APPENDICES	17
	Tables	18-27
	Committees	28-31

Foreword

It is my pleasure to present to the Governor and the citizens of the State of Maryland the annual report of the Division of Library Development and Services. The report provides evidence of the benefits derived from planned library services.

Leadership for planning and development is a major activity of the Division. Assistance for leadership is provided by numerous dedicated librarians, trustees, and concerned citizens who serve on advisory committees and councils. It is fitting that this report provides expanded coverage of committee work and contains the names of the individuals who contribute the time and effort to serve on the major committees.

Improvement is noted in the ability to provide requested materials through the operation of the State Library Network. Library cooperation and the sharing of resources through interlibrary loan is a vitally important activity encouraged through the Division of Library Development and Services.

Through special projects such as the Care-A-Van, Gray and Growing, and others, libraries are extending services to people who might otherwise be unable to use them. The variety of materials and services available through the public libraries and school library media centers throughout the state assist all Maryland residents to pursue effective and satisfying lives.

David W. Hornbeck

Planned Library Service—An Overview

As the task of "providing leadership and guidance for the planning and coordinated development of library and information service in the state" increases in complexity, the work of the standing and special councils and committees which advise and assist the Division of Library Development and Services becomes especially important. The expertise of individual committee members has been an essential factor in providing for improved services, expanded resources, and cooperative programs at the State and local levels.

Advisory Council

Comprehensive responsibility for advising about the needs of libraries throughout the state rests with the Maryland Advisory Council on Libraries. The eleven-member Council is charged with representing "the interests of all citizens of Maryland in better library services." During 1978 the major concerns of the Council were:

- The State Library Network—
  planning and financing.
- State Aid for Public Libraries—
  increasing the combined local-State minimum support program to $6.00 *per capita*.
- Library Cooperation—
  studying the feasibility of combined school-public libraries; studying the possibility of closer coordination of programs in existing agencies.
- Maryland Governor's Conference on Libraries—
  planning.

When necessary the Council gathers information about a given topic and deliberates to develop a Council position or possible course of action. On the topic of combined school-public libraries, for example, the Council reviewed reports and other background information on combined facilities and heard school and public librarians in Maryland and in Washington, D.C. discuss the merits of present joint facilities. The Council established a subcommittee to explore the issue further and to recommend a Council position.

The Council met with the State Superintendent of Schools and the State Board of Education to discuss support of library programs. The Council also actively supported increased State aid for public libraries and its Chairman, Marion Satterthwaite, appeared during the session of the Maryland General Assembly to testify for enactment of the requested State aid legislation.

The Council assisted in providing for Federal support of library programs in Maryland by reviewing the Library Services and Construction Act program for the State and approving the Plan for administering LSCA, Title III, Interlibrary Cooperation.

Public Library Legislation

The Maryland General Assembly enacted a revision of the State aid formula which increased the minimum program of State-local support for public libraries from $4.00 to $5.00 *per capita*. The new formula was set to become effective in 1979-1980 and will increase State aid for public libraries from $7,006,270 to $9,118,676.

The General Assembly adopted a recodification of the Statutory Provisions on Public Education in the *Annotated Code of Maryland* of which the library laws are a part. The *Laws of Maryland Relating to Public Libraries* are now incorporated as Titles 6, 23, and 25 of the Statutory Provisions covering Education. Subtitles will now group regulations on the Division in Subtitle 1 State Library Agencies, on the State Library Resource Center and Regional Library Resource Centers in Subtitle 2 Resource Centers and Cooperative Programs, and on local public library systems in Subtitle 3 County Public Libraries and Subtitle 4 Financing for County Public Libraries. Copies of the *Laws of Maryland Relating to Public Libraries* are available upon request from the Division.

Library Services and Construction Act

The Library Services and Construction Act Advisory Committee is assigned the responsibility of advising the Division of Library Development and Services on the development of plans and policies which relate to the Act and assisting the Division in the evaluation of LSCA programs.

During Fiscal 1978, the Advisory Committee assisted in the development of a new plan for use of LSCA, Title III funds in Maryland and performed a detailed review of selected projects funded by LSCA, Title I. The Committee was informed of all major changes in the LSCA Program which occurred during the year and individual committee members served as evaluators of LSCA local projects for the Division. Projects funded for 1978 totaled $815,685. LSCA funded projects have proved to be effective in assisting with the development of library services throughout the state.

Continuing Education Committee

In addition to encouraging the development of new services, the Division has a responsibility for providing leadership that will allow for development of people as well. To assist in coordination of continuing library education and development, the Assistant State Superintendent for Libraries appointed a Continuing Library Education Committee.

The Committee was charged with recommending a planning process for continuing education. The Committee has worked to identify continuing education needs in the state and will report by December 1978 on its recommendations for planning or coordinating programs to meet those needs.

Governor's Conference

In preparation for the 1979 White House Conference on Libraries and Information Services, each state is expected to have a statewide conference to give citizens the opportunity to examine their library service needs. Planning for the Maryland Governor's Conference on Libraries and Information Services was a major activity of the Division of Library Development and Services as well as numerous librarians and citizens in the state.

Acting Governor Blair Lee appointed a State Advisory Planning Committee, made up of 22 lay people, trustees, and librarians and called the Conference for October 12-14, 1978. In April and May local hearings and speakouts were scheduled for each county in the state. Citizens were encouraged to voice their concerns on library matters and delegates were selected to attend the Maryland Conference.

During June, four regional meetings were scheduled to identify major issues and areas of concern to be addressed and voted on at the State Conference. Follow-up meetings are planned for September. Informational materials were prepared for the local and regional meetings by Division staff and key issues, accompanied by background papers, were being developed by the Planning Committee.

Network Planning Committee

Part of the responsibility for providing the kinds of library and information services called for by Maryland's citizens rests with the State Library Network. Specific components of the Network are described in the section which follows this overview. The Division is assisted in the task of planning for network development by the Network Planning Committee, appointed in 1978. This committee is composed of representatives of academic, school, and public libraries and the Maryland State Board of Higher Education, and the College of Library and Information Services, University of Maryland. It has been analyzing existing network resources and services in Maryland, reviewing the recommendations of the Butler Report, looking at national trends in technology and networks as they apply to services. It expects to complete its work in the summer of 1979 and to submit a report recommending a plan for coordination, development, and funding of network services.

The State Library Network

1

The Maryland State Library Network is a system of interlibrary cooperation which provides information and materials to individual library users. The operation of specific components of the network such as the State Library Resource Center, the regional library resource centers, and the individual library systems is discussed in greater detail in the sections and statistical tables which follow this section.

The overall operation of the network is dependent upon the legal and contractual arrangements which designate the Central Library of the Enoch Pratt Free Library of Baltimore as the State Library Resource Center and provides for the regional library resource centers to serve nonmetropolitan regions in the state. These components are backed up by the resources of the four metropolitan referral centers (Anne Arundel, Baltimore, Montgomery, and Prince George's Counties) and by the major academic library collections of the University of Maryland, College Park, and the Johns Hopkins University. Most recently the resources of the Law Library of the University of Maryland, Baltimore City, have been added through means of a contract.

Leadership and planning for Network development are provided for by the Division of Library Development and Services through the Specialist in Network Planning. Planning assistance is also provided through advisory committees such as the Maryland Advisory Council on Libraries and the State Library Resource Center Advisory Committee.

Bibliographic access to the Network is provided through MICROCAT (*Micro*film *Cat*alog), a computer generated listing of title, author, and subject entries in microfilm format. In its present edition, MICROCAT III, it contains the holdings of Anne Arundel County (AACPL), Baltimore City (EPFL), Baltimore County (BCPL), Essex Community College, the Johns Hopkins University (Eisenhower Library), Montgomery County (MCPL), Prince George's County (PGCML), Towson State University (Cook Library), the University of Maryland Baltimore County Campus, and the University of Maryland College Park (McKeldin Library). There are more than a million titles listed with over four million total entries.

Work has begun on providing access to periodical materials through the publication of *Title Holdings of*

Periodicals in Maryland Public and Academic Libraries which contains title entries for some 30,000 periodicals held by 47 participating academic and public libraries in Maryland.

Access to nonprint materials when they are not available locally is provided primarily through either a regional library resource center or the State Library Resource Center. The State Library Resource Center maintains a collection of over 4,168 16mm films to meet the needs of an ever-increasing demand. In Fiscal Year 1978, 57,295 audiovisual items were loaned by the SLRC. The listing of such materials is covered in catalogs produced by the Enoch Pratt Free Library or by each of the regional library resource centers.

State Library Resource Center

The Maryland Library Network is a complex of institutions and information resources which are informally linked to provide Maryland citizens with needed information or materials. A central element of the Network is the State Library Resource Center (SLRC). Like many component members of the Network, the State Library Resource Center has been thoroughly involved in developing planned library services. Fiscal Year 1978 was a step in moving to a "planning/accountability" system that will be fully implemented when the revised *Long-Range Goals for the SLRC* is developed and approved.

According to the FY 1978 State Library Resource Center Annual Report, the number of requests processed was 67,315 with approximately a ten percent reduction in materials not available (from 23,484 in FY '77 to 17,092 in FY '78). The fill rate for the SLRC was approximately 41 percent with a 70 percent rate for the Network as a whole for print materials.

Audiovisual materials in particular were in heavy demand. Items loaned increased from 51,973 in FY 1977 to 57,295 in FY 1978. The overall fill rate for audiovisual services was 76 percent.

An increase in funding resulted in a total operating budget of $4,235,933 and provided a means for filling vacant positions. The benefits of the increase were visible in improved reference and advisory service, telephone coverage, special file maintenance, and collection development. Increased use was evidenced by 463,910 items lent directly to walk-in users, 1,785 subject requests processed, 108,403 reference inquiries processed, 28,934 borrowers registered, and 550,834 walk-in users of the Central Library.

A major step in implementing the "planning/ accountability" system occurred when the position of Coordinator of State Network Services was filled. The Coordinator is responsible for administration of MILO-Central and related services and provides liaison with the Division. The Coordinator will be working for planned improvements in SLRC services, including the establishment of a unit to provide reference/information services to agencies of State government.

Table I
State Library Resource Center: A Comparison of Fiscal Year 1978 with Fiscal Year 1977

	1978	1977	Percent Change
Attendance	550,834	530,156	+ 4%
Circulation			
Print	463,910	478,754	– 3%
MILO (ILL)	30,503	29,654	+ 3%
Film	26,395	23,732	+ 10%
Slides and Filmstrips	27,616	21,363	+ 23%
Service to Readers (Direct)	410,007	383,398	+ 6%
Telephone Questions	215,914	228,839	– 6%
Materials Added			
Books	36,226	36,633	– 1%
Films	258	372	– 31%
Recordings	765	1,357	– 44%
Materials Withdrawn			
Books	24,146	21,859	+ 9%
Films	N/A	195	
Recordings	N/A	853	

Staff provided 36 orientation and training sessions in the regions and local counties and reported that they resulted in "referrals to the subject departments (that) are working smoothly and turnaround time (that) is good." Additional planning for improved services is reflected in the SLRC Annual Report where the strategies for providing service are organized in six program areas:

- General Operating
- Collection Development
- State Audiovisual Services
- State Interlibrary Lending and Reference
- Special Administrator for Statewide Functions
- Special State Programs and Services.

Access to information was improved by providing for direct telephone questioning of subject departments. Improved access to materials was also provided through the installation of TWX equipment in 19 public libraries and the three regional library resource centers. In addition to decreasing the time and effort required to transmit requests, the machines are estimated to have saved at least three hours of MILO-Central staff time per day.

Requests for information or materials that cannot be obtained in a local library may be available at the regional level and thus, not reach the State Library Resource Center. The operation and performance of the regional library resource centers is described in the following section.

Regional Library Resource Centers

Regional library resource centers (regional libraries) are required by law to provide the following services: (1) make interlibrary loans of books and materials; (2) supply collections and exhibits of specialized materials; (3) provide consultant services; (4) organize inservice training for library staffs; and (5) develop and operate cooperative services among libraries. From these required functions, the regional libraries developed result-oriented goals and specific

measurable objectives to give direction to their activities.

The regional library resource centers are the Wicomico County Free Library on the Eastern Shore in Salisbury, the Charles County Public Library in Southern Maryland in LaPlata, and the Washington County Free Library in Western Maryland in Hagerstown. The Eastern Shore Regional Library serves Caroline, Dorchester, Kent, Queen Anne's, Somerset, Talbot, Wicomico, and Worcester counties; the Southern Maryland Regional Library Association serves Calvert, Charles, and St. Mary's counties; and the Western Maryland Regional Library serves Allegany, Garrett, and Washington counties.

During FY 1978, the regional libraries addressed the following goals and achieved these results:

Goal I To help local libraries to obtain with minimal delay, through interlibrary loan, print and nonprint materials requested by library clients but unavailable at the local level

Interlibrary loan (ILL) requests increased by 11 percent and overall ILL performance increased from 51 percent filled to 55 percent. For the last two years, ILL request volume has increased by more than ten percent annually and performance has improved by almost five percent annually. This means that people continue to increase their use of the regional libraries and that their chance of getting materials is almost ten percent greater than it was two years ago.

Goal II To help local libraries to obtain collections of materials and exhibits upon request

The regional libraries provided rotating collections of books, 8mm films, cassettes, and other audiovisual materials. These materials were circulated from the local libraries about 15,000-20,000 times. A preliminary investigation of the regional library book collection use by host library users (regional library collections are interfiled with host library collections and available on the shelves to host library users) suggests that ten percent of host library circulation consists of regional library books; hence, although only about 15,000 book circulations are made through interlibrary loan, approximately 50,000 book circulations are made by the host libraries' users.

Results of information need surveys and library use surveys were used by the regional libraries to identify topical areas for some of the collections provided. Collections of books and pamphlets on these topics accompanied by exhibits were sent to county libraries in response to people's identified information needs.

In cases where county libraries requested exhibits, regional libraries supplied them. County librarians expressed satisfaction with the exhibits supplied at least 95 percent of the time.

Goal III To help local library administrators and staff to acquire consultant advice needed to make decisions to solve library problems

In FY 1978 the regional libraries supplied consultant advice in areas such as general library management, public information, audiovisual materials and services, and children's services. This is a difficult area in which to measure performance but satisfaction with consultant services approached 100 percent.

Goal IV To help local library personnel to acquire needed knowledge and skills that result in the provision of better library service

About 50 county library staff members attended regional library inservice training workshops. Most of the training was in the area of reference service. Pre- and post-tests were given to participants and more than 80 percent of the participants acquired the skills and knowledge taught.

Goal V To assure that libraries of all types in the region have opportunities to participate in activities that attempt to coordinate resources in the region

In FY 1978, at least 75 percent of the libraries in the regional libraries' service areas participated in cooperative activities. Academic libraries served as backup, particularly for periodical requests to the regional libraries. Representatives of academic libraries, special libraries, school libraries, and public libraries met to discuss mutual concerns and, in some cases, participated actively in regional library planning.

The regional libraries continued to develop their public information campaigns. Specific materials or services were targeted for publicity and their increased use as a result of the publicity was measured. Such evaluation showed that publicity can persuade people to use these libraries' materials and services to a much greater degree than they presently do.

Table II
Regional Libraries' ILL Performance

	Requests Received		Requests Filled		Percent Performance-Filled	
	FY 78	FY 77	FY 78	FY 77	FY 78	FY 77
Specific Title	26,001	24,251	10,551	8,792	40%	36%
16mm Film	41,405	34,947	26,342	20,859	64%	60%
Subject	3,069	3,341	2,093	2,069	68%	62%
Periodical	2,425	2,475	1,054	967	43%	39%
Other a/v	1,456	1,691	910	1,136	62%	67%
Total	74,356	66,705	40,798	33,823	55%	51%

Public Library Services

2

The Office of Public Library Service provides leadership and guidance to the public library systems in the state. Through its chief administrator and eight specialists, the Office assists public library administrators and staff members in planning and coordination, service development, facility development, and application for and use of LSCA funds. The Office also develops standards and guidelines for the provision of public library services in Maryland.

Through the facility of the Maryland State Library for the Blind and Physically Handicapped, the Office provides for specialized library services to visually and/or physically handicapped individuals throughout the state. The Office encourages the organization, development, and delivery of library services to individuals in State institutions or agencies.

The work of the Office is conducted through the specialists who work with specific local systems or institutions and also through workshops and institutes. In FY '78, seven workshops or institutes assisted 345 librarians and trustees in providing for better local service. An additional 65 librarians from academic, public, or school libraries received training to become more effective managers through the Management Training Workshops sponsored by the Division and conducted in Maryland by teachers from the School of Business, Miami University.

Community Services

Service to special groups or individuals within local communities is encouraged through the Specialist in Community Services. During FY '78, 13 projects extended library services to a variety of individuals throughout the state including persons who are homebound, institutionalized, or in nursing homes; are isolated from regular library services, either geographically or socially; are educationally disadvantaged, either through lack of formal education or lack of a high school diploma; or who are simply unable to use traditional services unassisted, such as older or hearing-impaired individuals.

During FY '78, new projects designed to meet the information needs of older citizens were instituted in

Howard and Prince George's counties. Seven of the continuing projects were in their fourth year of funding and planning was completed to insure that the local systems would assume full funding to keep the developed services operating. Such a commitment is especially significant in light of funding cut-backs.

Table III
LSCA, Title I, Projects in Service to Special Groups 1978

County	Project	Cost
Anne Arundel	Care-A-Van	$ 32,500
Baltimore City	GED	20,848
	Mini-Media	6,500
	Service to Deaf	25,111
	Volunteer Services	12,690
Baltimore	Program Packages	10,000
Carroll	Theodore's Book Nook	454
Harford	Sharing the Gift	11,500
Howard	Disadvantaged Older Adults	17,000
Prince George's	Hearing Impaired	7,943
	Older Americans	25,000
Somerset	Smith Island	15,963
Washington	The Reading Machine	20,150
	Total	$232,659

A workshop designed to encourage the development of services to an aging population featured Maggie Kuhn as the keynote speaker. The 100 participants also had an opportunity to interact with librarians who have begun developing services such as the Care-A-Van and the Program Packages for Older Americans.

Information and Referral

Providing information about community resources has been a challenge for libraries because the information is so often not available in print format, or if available in print, difficult to collect and distribute. Information and referral services have been developed in libraries to meet the challenge of bringing information and people together.

Fiscal Year 1978 saw the conclusion of a successful demonstration involved with bringing information and rural residents together. Funding support was provided by an HEA grant. As described in the project report, the counties of Caroline, Dorchester, and Wicomico operated the service to:

> . . . strengthen the information and referral service and library programs for the residents of the three counties in order to satisfy their consumer information needs.

The substantial increases in telephone calls, reference questions, and service to readers have helped the participating libraries to include information and referral service as an integral part of total library service. A similar incorporation of information and referral service into information services was accomplished by the Baltimore County Public Library. Such integration of services is encouraged by the Division for systems throughout the state.

Institutions

Planning for service to institutions is often a challenging task. In addition to special client needs, there are also specialized needs of the institutions themselves. The Specialist in Institutional Library Services works with the library coordinators in the Department of Health and Mental Hygiene and the Department of Public Safety and Correctional Services to coordinate planning and delivery of library and information services within individual institutions.

An important aspect of effective library service is the determining of what information the library's public is seeking. The Division of Correction had previously instituted and published a survey and report, *Inmate Information Needs Survey*, which was designed to assess actual information needs of inmates. One outcome of the survey was a demonstrated need for information services. During the 1978 Fiscal Year a Title I, LSCA project, supported the establishment of an Information Station in Division of Correction Libraries. Existing information and referral card files, including the entire INFER file, were used as well as local government and social service agency directories. A basic reference collection was assembled including directories of national and local criminal justice and ex-offender organizations and prisoners' aid groups.

Accompanying the establishment of the Information Station was an inmate training program taught by library volunteers and lasting from 10 to 16 class sessions. The training program prepared 110 inmates to function as highly trained library aides. A policy handbook was developed for the information and referral service; the service was promoted through a public relations campaign involving both special publicity materials and the training experience as well. (A detailed description of the project is available from Brenda Vogel, Maryland State Department of Education, Division of Vocational Technical Education—Correctional Education Unit, P.O. Box 8717, BWI Airport, Baltimore, Maryland 21240.)

The Department of Health and Mental Hygiene began the planning and proposal stages of conducting a survey designed:

> To evaluate the current users' library and information needs, and
>
> To determine the effectiveness of the institutional library in meeting these needs.

Additional objectives have been specified by the planning committee, and the anticipated results will form a basis for short- and long-range planning efforts.

On-going effort has been applied to provide institutionalized individuals with access to the same range of library resources available to other Maryland citizens. Acquisition of a microfilm catalog (MICROCAT III) and reader for the Division of Correction libraries is an example of such effort. Participation in MILO, the Maryland Interlibrary Organization provides additional access to materials and, by arrangement the

University of Maryland Law School Library, is providing access to legal materials.

The Division Specialist has worked to encourage local public library systems to either continue or increase local support of services to institutions. In some systems, service has been developed through special outreach projects, in others it has evolved as an extension of traditional service patterns. Direct consideration of the information needs of the institutionalized and geographically isolated was provided for the 80 participants in the MLA Preconference, "Institutionalized, Isolated, and Uninformed."

Librarians and media specialists working in institutions were provided with an opportunity for continuing education in the area of time management, planning, and management by objective. The workshop, titled, "Maximizing Human Resources" had 25 participants and was led by Dr. Fred Brieve of Virginia Polytechnic Institute and State University, College of Education.

Through invitations, institutional librarians and media specialists have also been afforded training opportunity to be included in local public library staff training and workshop training activities provided by school library media personnel.

The Maryland State Library for the Blind and Physically Handicapped

The Library provides Maryland residents, for whom normal use of print material is not possible, with free special library materials and services. Materials include talking books in record or cassette format, recorded and braille magazines, large-print and braille books, and specially recorded materials. The Library also provides playback equipment and information and referral services.

A major undertaking for FY 1978 was the completion of a user survey which sought to:

1. Determine user perceptions of the role of the Maryland State Library for the Blind and Physically Handicapped;
2. Determine user satisfaction/dissatisfaction with existing services and the extent to which these services met their needs; and
3. Identify unmet needs.

Members of the Planning Committee of the Library for the Blind and Physically Handicapped participated in the development of the survey questionnaire. The methodology, conduct, compiling and reporting of the survey were contracted for with Marcia C. Bellassai and Vernon E. Palmour. A report was issued in March 1978.

Specific suggestions and recommendations were made that will have to be translated into goals and objectives being developed as a part of the Library's long-range planning effort. The suggestions and recommendations are concerned with three major areas:

- Communication
- Cooperation
- Services

Staff of the Library conducted two workshops for representatives from libraries, nursing homes, hospitals, schools, and other social agencies serving handicapped individuals. A total of 44 participants met to discuss common problems and client needs.

Facilities

The Specialist in Library Planning and Facilities worked with library officials in eight county systems to further a total of eleven capital building projects. These included three regional resource center's facilities, four county library headquarter's buildings, and four branch libraries.

In addition to planning for these facilities, the Specialist assisted in monitoring LSCA, Title I, projects in category IV: Planning, Research, and Studies. The seven projects include studies in four library systems, the Department of Health and Mental Hygiene, and the Library for the Blind and Physically Handicapped.

A comprehensive summary of facilities funded through LSCA, Title II was prepared by the Specialist in Library Planning and Facilities. Entitled *Incentive Plus Initiative: LSCA, Title II, and Public Library Construction in Maryland 1965-1975*, it was published in October 1978.

Table IV
Public Library Building Data 1978

	Project Cost	Gross Sq. Ft.	Construction Cost	Const. Cost Sq. Ft.	Cost Furniture Equipment	Book Capacity
Enoch Pratt Free Library of Baltimore City						
Reservoir Hill Reading Center	$ 52,725	1,190	$ 45,000	$37.82	$ 7,725	5,000
Washington Village Reading Center	$ 65,110	2,000	$ 40,292	$20.15	$19,735	10,000
Baltimore County Public Library						
Jacksonville Minilibrary	$ 17,000	2,000	Leased	Leased	$13,400	15,000
Woodlawn Branch	$ 797,826	16,000	$657,400	$41.09	$78,426	80,000
Carroll County Public Library						
Carroll/Frederick Audiovisual Cooperative	$ 45,330	1,700	$ 39,215*	$23.07	$ 3,009	N/A
Ruth Enlow Library of Garrett County						
Accident Branch	$ 101,101	1,764	$ 83,869	$47.54	$ 3,348	8,600
Kent County Public Library						
Chestertown	$ 705,000	11,800	$600,341	$50.88	$34,244	48,000
Somerset County Library						
Smith Island Public Library	$ 26,107	705	$ 18,900	$26.81	$ 5,647	4,000
Talbot County Free Library						
Easton	$1,428,410	19,000	$951,200	$50.06	$77,760	70,000

*Actual renovation and adaptation of second floor area for use as audiovisual cooperative operations.

School Library Media Services

3

The Office of School Media Services provides leadership and coordination for the development of a program of school library media services that operates at State, system, and building levels. Through its chief administrator and six specialists, the Office encourages local systems to develop long-range plans and provides means for strengthening local programs.

The Office emphasizes the teaching role of the library media specialist as being primary. In a 1978 *Position Statement on School Library Media Programs,* the library media specialist's responsibility for coordinating and integrating media with the instructional program was clearly stressed:

> Library media specialists, as integral members of the instructional team, work cooperatively with administrators, teachers, and students in the evaluation and selection of materials and equipment as well as in the development of those competencies needed for effective independent use of resources.

Through inservice education and workshop activities, mini-grants, and the compilation and reporting of statistical information, the Office encourages the development of building level library media services. The Office also meets the needs of educators and Department of Education personnel for library and information services by administering the operation of the State Media Services Center.

Program

Program development at the local level is encouraged through the field activities of the individual specialists who made 635 field visits in FY '78, but it is also encouraged through publications issued by the Department of Education. A major publication relating to program development was revised and reissued in 1978. *Criteria for Modern School Library Media Programs* is described by the State Superintendent of Schools as:

> . . . designed to provide guidance to both schools and school systems in their development and improvement of school library media programs and to affirm [the Department's] confidence in the efficacy of a program at State, system, and building levels which combines all elements of materials,

equipment, personnel, curriculum, and service into a unified entity. (Criteria, p. 5.)

Two workshops were conducted for "Issues in Media Management," a series designed for persons having systemwide responsibility for library media programs. The workshop conducted in November addressed the issue of instructional design—what it is and how it is relevant to the school library media program. The February workshop addressed the specific program needs of the middle school and the role of the school library media center and specialist in providing appropriate services and activities. A total of 102 administrators, school library media specialists, and teachers participated in these workshops.

Planning for program development is an annual process, but it also involves longer projections that attempt to describe where a system is headed and what activities or resources will be necessary to achieve stated goals or objectives. The Office of School Media Services has promoted the development of five-year plans, and its specialists have worked with local systems to assist in such development. Five systems have completed such plans and the results are available to assist other systems in their own planning efforts.

A workshop designed to encourage a team approach to planning was conducted in Southern Maryland. Eighty-nine teachers and library media specialists considered the importance of a media component in lesson planning and worked on program efforts that would apply to individual schools.

Enrichment activities may be a crucial part of effective program development. Such activity may be especially important in settings where enrichment opportunities are limited. Two workshops conducted by the Office affected library media programs in four schools and helped to promote reading activity through direct contact with authors.

A five-day summer workshop afforded 25 library media specialists an opportunity to plan for program development and selection of materials by or about a variety of minority-ethnic groups. The workshop helped to demonstrate the importance of carefully selected resources in developing planned media services.

Program development may involve the planning efforts of a variety of areas. Production of *A Guide For: Planning, Implementing, and Evaluating School-Community Career Resource Centers* was directed by a committee whose members represented four divisions in addition to Library Development and whose chairperson was E. Neil Carey of the Division of Instruction. The *Guide* calls for a planning effort which is representative of the local community and targeted to meet the career development needs of those served by a center. The centers should provide educational and occupational information as well as assessment, skill development, and career counseling services.

A major effort in program development involved planning activities in support of the State Board of Education's "The Mission of Schooling." Eight general activities were delineated to fulfill program objectives in all the priority program areas.

1. Participate in the development of curriculum-related materials being prepared by the staff of the Maryland State Department of Education.
2. Assist in developing inservice training experiences for teachers, library media personnel, guidance counselors, and administrators.
3. Assist in designing instructional materials for use by students and teachers.
4. Work with library media personnel and teachers in establishing programs of services which can be provided through the school library media center.
5. Encourage local school system personnel to spend monies (which are available from local sources and ESEA, Title IV-B) on library media resources which support the priority program areas.
6. Include in the assessment and evaluation process for school library media programs items which reflect the material holdings which support the priority program areas.
7. Assist in planning library media facilities which reflect educational changes and new demands required of the library media program.
8. Maintain a professional library in which materials and services pertinent to the development of curriculum design and professional growth are made available to Maryland educators.

The Office will continue to develop program activities in curriculum areas and in cooperation with other divisions including curricular and cooperative efforts in support of Project Basic.

Resources

The *Criteria for Modern School Library Media Programs* that assists in effective program development also has meaningful application to the development and maintenance of school library media resources. Guidelines are provided for collection and facility development.

Although we tend to think primarily of materials and facilities when "resources" are mentioned, the most important resource is the individual library media specialist. Certification of the media specialist has often been a complex process. In order to resolve possible ambiguity in applying present requirements, the State Superintendent of Schools appointed a committee to study media certification regulations.

The committee was co-chaired by Bill Monie and Nancy Walker of the Montgomery County Public Schools and was charged with developing "new media regulations or guidelines to interpret the present certification requirements which would be less

difficult for specialists in this field to understand and for teachers to interpret."

The committee developed guidelines and forwarded them to the Maryland State Department of Education. A revision of current bylaws was not recommended until "sufficient experience with the guidelines has been established."

During FY 1978, final work was completed on a project designed to "study the utilization of nonprint media in the public schools of the State of Maryland in order to determine current patterns of use of media materials and equipment." The Study was directed by James W. Liesener of the College of Library and Information Services, University of Maryland, with Linda S. French and Diane L. Barlow as research assistants, and the findings will be published in 1978.

In 1975, the Division of Library Development and Services printed guidelines for media center facility design to assist local personnel and planning teams to construct or renovate school library media centers. During Fiscal Year 1978, the Office in cooperation with the Interagency Committee on School Construction developed and published a brochure that succinctly listed the details to consider in facility design and planning. *Planning and Designing a Library Media Center* summarizes specific points to be covered in planning and designing library media centers, and groups them into eight categories:

- Functions
- Collection
- Services
- Staff
- Facility
- Planning
- Design
- Furniture and Equipment.

Specialists from the Office work directly with school library media personnel and other school personnel to assist in resource development. Several workshop opportunities were offered throughout the state during FY '78 to further this program responsibility.

A major undertaking which brings people and technology together is the educational technology fair. This year's fair was cooperatively planned and coordinated by the Office and the MEMO (Maryland Educational Media Organization). This Spring Conference event reached 305 participants. Specialists are also able to assist in the use and production of media resources. A series of educational technology workshops stressed fundamental techniques in media development and provided an opportunity for the use of audiovisual equipment. Many classroom teachers and other school personnel attend these hands-on production activities.

Design and production of instructional materials for local curriculums was encouraged through a summer workshop conducted in conjunction with programs for gifted and talented students. Participants included librarians, administrators, and teachers, and the use of instructional materials and audiovisual equipment was also encouraged.

Just as materials selection is closely tied to planning, so is it an integral factor in developing media resources. A consistent effort has been maintained by the Office to ensure a proper recognition of ethnic and cultural minorities. During FY '78, a committee of library media specialists worked with the Specialist in Special Programs to develop a bibliography, *Ethnic and Cultural Studies:*

> . . . to bring together, in one source, bibliographies and sources of recent ethnic materials (print and nonprint) needed by media specialists who select ethnic materials for library media centers and for teachers who search for materials for the curriculum. (p. 6 Overview)

The Office of School Library Media Services has made additional arrangement for assisting school library media specialists throughout the state in the process of materials selection. By arrangement with the Anne Arundel County Public Schools, the Office sponsors the Maryland Review and Evaluation Center. The Center provides an extensive collection of *current* instructional materials including textbooks, trade books, and nonprint materials for K-12 students and affords the opportunity for evaluation by actual examination before purchase.

During 1978, the Center provided 3,583 items for review by over 3,365 people (not including Anne Arundel County personnel). One hundred forty-six formal review and evaluation days were scheduled including special sessions for persons from Maryland's 24 local school systems and teachers or library media specialists from 41 nonpublic schools. A slide/tape package and pamphlets have been developed which describe the Center's services and activities.

Training

Part of the activity encouraged by the Maryland Review and Evaluation Center involves training in the evaluation process. Such training is provided directly through the assistance of the Center's library media specialist and her staff. It is also provided for indirectly through a selective display of selection tools, reviews, and a specially prepared "place mat" which summarizes the selection process.

Training activities are also provided by Specialists from the Office of School Media Services by means of workshop activities conducted during the year throughout the state. Examples of such workshops (in addition to previously mentioned ones) include a county workshop "Using the VTR in the Instructional Program" which taught the operation and maintenance of the videotape recorder and the Educational Technology Workshops which assisted participants in applying fundamental techniques in developing media and helped them to master the use of audiovisual equipment.

Financing

The Office of School Media Services administers the State's Title IV, Part B, of the Elementary and Secondary Education Act. Title IV-B applies to Libraries and Learning Resources and allows the local systems to apply for the funding of specific local projects to strengthen school library resources in areas approved under the provisions of the State plan. A portion of the Title's funding also provides for allocation of funds for instructional equipment and guidance, counseling, and testing activities.

The priority areas supported by the funds include communication skills, language arts, mathematics, reading (eight counties), and social studies. Total expenditures statewide for both public and non-public schools were approximately 1.8 million dollars for library resources and .9 million dollars for instructional equipment.

The Office also encourages the development of local media services through its program of Mini-Grants. In 1978, eight projects were conducted in 11 local systems, including Baltimore City, Dorchester, Frederick, Garrett, Kent, Prince George's counties, and cooperatively in St. Mary's and Calvert counties and Wicomico, Somerset, and Caroline counties. Funds expended for mini-grant awards during the year totaled $3,500.

Table V
Mini-Grants Statewide Summary 1973-78

Year	Number	Amount
1973	1	$ 400.00
1974	6	$2,050.00
1975	6	$3,892.87
1976	11	$7,092.50
1977	7	$4,420.00
1978	11	$3,500.00

State Media Services Center

The State Media Services Center serves as a central depository of teacher-oriented materials available to all educators in Maryland as well as the staff of the Maryland State Department of Education. A significant portion of this year's activities centered around the preparation of a proposal seeking Federal funds to initiate an increased capacity of the State Education Agency to gather and disseminate information from a variety of sources pertinent to educators. The ultimate objective of this systematic and selective dissemination of information is to narrow the schism between what research says in regard to education and what is actually practiced in the classroom. The project will be managed in the Division and implemented through the State Media Services Center.

Special Education was the area that dominated requests for information—within the Department and from the local educators. Keeping track of information in this area was made easier by working cooperatively with the information specialist in the Division of Special Education.

The number of patrons using the Center increased by 62 percent, but the circulation of materials decreased by approximately 60 percent. The most obvious reason for the decrease was the revamping of the system for circulating periodicals. Although the total number of periodicals circulated dropped, there was more effective use of the overall periodical collection.

Requests from Project Basic leveled off as that Office became more involved in implementation strategies. However, it was particularly challenging to ferret out material suitable for teachers in the area of Leisure and Survival Skills.

Films and equipment both require a minimum of new additions each year so that the Center remains current in the subject areas it collects and is able to maintain the capacity to use and develop new materials. More requests for new film titles and equipment are received than can be adequately supplied.

A start was made in replacing most of the worn 16mm projectors, cassette recorders, and slide projectors that were inherited with the merger of the Professional Library and the Curriculum Center (in 1974).

The supplement to the 1977 Audiovisual Catalog was started. The annual *Curriculum Materials Developed in Maryland* list was compiled and distributed as well as 11 complementary curriculum lists in selected subject areas. The lists of new additions of books were also completed. A new publication *Journal Highlights* was compiled by the Center staff containing highlights of the contents of the journals. It has proven to be a highly useful abstracting service.

The 1978 statistics in this report combined the figures for all items considered print and all items considered audiovisual, rather than categorizing them. The categories are available in the monthly reports from which the figures were compiled.

Table VI
State Media Services Center: Comparison of 1977 and 1978

	1977	1978
Patrons	8,859	14,380
Circulation (total)	22,038	13,285
Print	13,175	5,458
Audiovisual	8,863	7,827
ERIC Circulation	1,917	1,637

4

LIST OF TABLES

Table I State Library Resource Center: A Comparison of Fiscal Year 1978 with Fiscal Year 1977

Table II Regional Libraries' ILL Performance

Table III LSCA, Title I, Projects in Service to Special Groups 1978

Table IV Public Library Building Data 1978

Table V Mini-Grants Statewide Summary 1973-1978

Table VI State Media Services Center: Comparison of 1977 and 1978

Table VII Statistics of Maryland Public Libraries 1977-1978

Table VIII LSCA Projects in Maryland Public Libraries and Agencies 1978 (1977 Funds)

Table IX Title IV-B 1978 Applications (Public and Nonpublic)

Table X School Media Centers in Maryland Public Schools: 1977-1978

Table XI Number of Media Items in Individual School Collections Maryland Public Schools: 1977-1978

Table XII Number and Percent of Schools Meeting *Criteria** for Library Media Center Staff in Maryland Public Schools: 1977-1978

Table XIII Cost of Textbooks and Library Books Pre K-12 Maryland Public Schools: 1977-1978

18

Table VII

STATISTICS OF MARYLAND PUBLIC LIBRARIES 1977-1978

Local Systems	OPERATING INCOME						
	Grand Total	Federal LSCA I	Total (State, Local & Other)	State	*Local	Other	**Amount Per Capita
Total State	$41,075,270	$785,303	$40,289,967	$8,016,068	$29,634,913	$2,638,986	$ 9.67
Allegany	356,286	—	356,286	159,152	182,878	14,256	4.40
Anne Arundel	2,581,484	32,500	2,548,984	494,650	1,943,766	110,568	7.03
Baltimore City	7,391,857	66,420	7,325,437	1,657,470	5,193,869	474,098	9.20
Baltimore	9,247,429	86,054	9,161,375	761,463	7,200,533	1,199,379	14.19
Calvert	227,019	—	227,019	22,000	203,934	1,085	7.59
Caroline	128,814	—	128,814	47,423	78,000	3,391	5.70
Carroll	436,507	7,454	429,053	116,614	291,415	21,024	4.85
Cecil	252,693	160	252,533	115,404	124,250	12,879	4.55
Charles	312,726	—	312,726	96,354	205,595	10,777	4.76
Dorchester	212,588	20,419	192,169	59,930	125,150	7,089	6.32
Frederick	395,915	4,056	391,859	146,843	219,897	25,119	3.79
Garrett	111,318	—	111,318	43,795	55,694	11,829	4.35
Harford	911,637	11,500	900,137	237,148	600,000	62,989	6.17
Howard	947,980	17,094	930,886	82,720	785,882	62,284	8.12
Kent	85,372	23,000	62,372	20,946	39,849	1,577	3.71[1]
Montgomery	5,579,377	20,623	5,558,754	379,264	4,949,566	229,924	9.52
Prince George's	7,444,679	33,295	7,411,384	1,002,049	6,312,556	96,779	10.95
Queen Anne's	113,626	—	113,626	21,651	76,045	15,930	5.09
St. Mary's	276,474	—	276,474	98,285	173,189	5,000	5.16
Somerset	93,163	15,963	77,200	48,605	28,595	—	3.84[2]
Talbot	140,579	—	140,579	16,448	101,010	23,121	5.35
Washington	621,264	20,150	601,114	226,381	328,000	46,733	5.46
Wicomico	327,769	—	327,769	90,313	212,397	25,059	5.38
Worcester	193,006	1,500	191,506	22,160	154,951	14,395	6.86
State Library Network							
Eastern Shore Regional	375,224	155,560	219,664	219,664	—	—	—
Maryland Materials	192,347	32,000	160,347	—	—	160,347	—
Southern Maryland Regional	243,236	91,525	151,711†	103,819	47,892†	—	—
Western Maryland Regional	297,901	146,030	151,871	148,517	—	3,354	—
State Library Resource Center	1,577,000	—	1,577,000	1,577,000	—	—	—

* Includes Revenue Sharing

** Does not include Federal

† Income from Cooperative Library Systems for shared operating expenses excluded from State Total as follows:

Southern Maryland Regional

[1] Does not reflect State and Local expenditure for Capital Expenditures.

[2] Not adjusted for 1978 population estimates.

19

OPERATING EXPENDITURES

Total	Salaries	Materials	Contract	Other	Number of Volumes	Circulation	Estimated Population 1978	State Aid for Capital Expenses
$40,534,573‡	$26,487,350	$6,738,228	$1,996,178	$5,312,817	8,468,944	27,679,611	4,166,800	$993,890
356,286	199,717	70,035	41,108	45,426	136,343	547,992	81,000	39,788
2,548,983	1,800,616	434,999	141,297	172,071	625,213	2,627,560	362,300	59,641
9,600,637	6,135,990	1,266,127	—	2,198,520	2,226,309	2,315,823	796,300	414,368
8,310,617	5,061,094	1,894,303	804,995	550,225	1,214,767	7,558,042	645,800	153,397
228,058	118,224	49,627	28,737	31,470	30,910	134,608	29,900	—
214,082	65,808	34,638	12,320	101,316	38,586	87,801	22,600	—
444,509	229,402	91,873	58,201	65,033	116,064	408,146	88,500	17,765
256,417	153,766	38,316	19,886	44,449	83,868	194,886	55,500	—
311,976	185,642	52,510	39,881	33,943	79,961	304,083	65,700	—
188,138	114,815	36,286	18,895	18,142	57,926	121,115	30,400	—
413,073	275,806	83,905	14,720	38,642	124,200	353,085	103,500	—
111,549	55,708	22,716	19,010	14,115	51,649	158,477	25,600	—
916,248	488,811	210,181	114,670	102,586	239,491	1,020,634	145,900	—
937,276	504,351	214,306	100,562	118,057	196,784	825,173	114,600	—
61,625	37,201	9,854	6,872	7,698	25,577	63,849	16,800	3,071
5,876,948	4,514,486	826,015	1,211	535,236	1,375,785	5,558,754	584,100	94,816
7,311,925	5,102,489	914,220	438,801	856,415	1,202,654	3,684,341	677,100	166,611
97,514	59,768	10,660	7,966	19,120	49,069	96,076	22,300	—
258,495	160,719	44,656	15,195	37,925	66,336	265,630	53,600	24,571
81,571	43,833	25,939	3,033	8,766	4,938	56,929	20,100	—
141,865	94,892	22,234	4,205	20,534	69,881	154,535	26,300	4,112
588,697	365,601	93,160	27,607	102,329	235,837	601,361	110,100	—
310,171	208,007	57,489	19,507	25,168	84,028	289,188	60,900	15,750
182,296	108,970	27,465	27,904	17,957	65,309	194,532	27,900	—
255,511	96,930	111,630	4,631	42,320	37,221	23,973	—	—
184,849	127,377	3,565	21,917	31,990	n/a	n/a	—	—
195,394	104,270	54,982	269	35,873	1,351	7,536	—	—
149,863	73,057	36,537	2,778	37,491	28,887	25,482	—	—

Note: State Library Resource Center expenditures are included in Baltimore City tabulation.

‡ Includes expenditures for Federal grants

Table VIII

LSCA PROJECTS IN MARYLAND PUBLIC LIBRARIES AND AGENCIES 1978 (1977 FUNDS)

Local Unit	Project II Materials Center	Project III Staff Development	Project IV Planning	Project V Materials Development	Project VI Coop and Innovative	Project VIII Disadvantaged	Grand Total
Total State	**$32,000.00**	**$40,604.00**	**$45,140.00**	**—0—**	**$465,282.00**	**$232,659.00**	**$815,685.00**
Allegany							
Anne Arundel						32,500.00	32,500.00
Baltimore City		1,270.60				65,149.00	66,419.60
Baltimore		6,107.38			49,947.00	30,000.00	86,054.38
Calvert							
Caroline							
Carroll						7,454.00	7,454.00
Cecil							
Charles		160.00					160.00
Dorchester		419.00			20,000.00		20,419.00
Frederick		116.00	3,940.00				4,056.00
Garrett							
Harford						11,500.00	11,500.00
Howard		94.00				17,000.00	17,094.00
Kent					23,000.00		23,000.00
Montgomery		1,288.47			19,335.00		20,623.47
Prince George's		351.96				32,943.00	33,294.96
Queen Anne's							
St. Mary's							
Somerset						15,963.00	15,963.00
Talbot							
Washington						20,150.00	20,150.00
Wicomico							
Worcester			1,500.00				1,500.00
Md Materials	32,000.00						32,000.00
Eastern Shore			10,000.00		145,560.00		155,560.00
Southern Md		415.00			91,110.00		91,525.00
Western Md			29,700.00		116,330.00		146,030.00
Metro		30,000.00					30,000.00
Corrections		381.59					381.59

INSTITUTIONS

Total State	**$94,513.00**
Dept. of Corrections	43,811.00
Dept. of Health & Mental Hygiene	45,702.00
Rehabilitation Center	4,000.00
Patuxent	1,000.00

Table IX

DIVISION OF LIBRARY DEVELOPMENT AND SERVICES TITLE IV-B 1978 APPLICATIONS (Public and Nonpublic)

County	Allotment for Library Resources	Allotment for Instructional Equipment	Priority Area
Total State	$1,863,368.94	$ 939,716.23	—
Allegany	24,000.00	26,737.00	Curriculum, Gifted & Talented Enrichment
Anne Arundel	164,802.00	20,752.00	Curriculum, Career Education Materials
Baltimore City	577,781.00	233,837.00	Reading
Baltimore	164,394.00	110,438.00	Reading
Calvert	34,468.00	—	Reading
Caroline	12,031.25	6,632.25	Curriculum, Film
Carroll	897.00	52,991.00	Reading
Cecil	31,529.00	15,764.00	Communication Skills
Charles	67,968.00	—	Reading, Film
Dorchester	35,416.00	—	Reading, Curriculum
Frederick	49,414.99	568.88	Media Resources
Garrett	19,000.00	5,192.00	Curriculum
Harford	118,410.00	—	Language & Communication Skills
Howard	5,348.00	68,241.00	Gifted & Talented, Video
Kent	11,359.00	—	Instructional Support
Montgomery	99,550.00	268,091.00	Math, Language Arts, Gifted & Talented
Prince George's	334,646.00	22,730.00	Reading
Queen Anne's	—	16,566.00	Instructional Equipment
St. Mary's	47,589.00	—	Reading
Somerset	14,915.00	5,000	Reading
Talbot	—	17,381.00	Social Studies
Washington	1,859.70	50,140.10	Equipment and Materials
Wicomico	20,560.00	9,400.00	Planetarium—A/V Materials
Worcester	19,000.00	7,755.00	Reading
Md. School for the Deaf (Columbia)	350.00	—	Reading
Md. School for the Deaf (Frederick)	1,522.00	—	Basic Information
Division of Vocational and Technical Education—Corrections	1,516.00	—	Vocabulary Materials
Patuxent	75.00	—	Materials
Dept. of Health and Mental Hygiene	4,968.00	1,500.00	Curriculum

Table X

SCHOOL MEDIA CENTERS IN MARYLAND PUBLIC SCHOOLS: 1977-1978

Local Unit	Total Schools		Schools with Media Centers			
	Number	Enrollment	Number	Percent	Enrollment	Percent
State Total	1,334	851,440	1,295	97.0	845,290	99.2
Allegany	33	15,661	31	93.9	15,079	96.2
Anne Arundel	109	77,179	106	97.2	76,939	99.6
Baltimore City	197	152,096	187	94.9	150,499	98.9
Baltimore	163	115,331	160	98.1	114,648	99.4
Calvert	14	7,991	11	78.5	7,353	92.0
Caroline	9	5,061	9	100.0	5,061	100.0
Carroll	29	20,716	28	96.5	20,202	97.5
Cecil	26	13,804	26	100.0	13,804	100.0
Charles	29	18,287	28	96.5	17,732	96.9
Dorchester	15	5,756	13	86.6	5,733	99.6
Frederick	36	23,483	34	94.4	23,232	98.9
Garrett	16	5,761	16	100.0	5,761	100.0
Harford	40	33,504	39	97.5	33,504	100.0
Howard	47	26,498	47	100.0	26,498	100.0
Kent	8	3,314	8	100.0	3,314	100.0
Montgomery	191	112,625	191	100.0	112,625	100.0
Prince George's	226	144,517	226	100.0	144,517	100.0
Queen Anne's	9	4,925	9	100.0	4,925	100.0
St. Mary's	25	12,707	25	100.0	12,707	100.0
Somerset	17	4,401	11	64.7	4,017	91.2
Talbot	11	4,465	11	100.0	4,465	100.0
Washington	45	22,386	43	95.5	22,212	99.2
Wicomico	24	14,989	23	95.8	14,510	96.8
Worcester	15	5,983	13	86.6	5,953	99.5

* Technical/Clerical Aides

Number of Materials				Staff	
Books	Periodicals	Nonprint	Totals	Prof. Staff	T/C* Aides
10,758,258	53,193	3,072,921	13,385,965	1,102.3	625.6
192,510	900	46,826	240,236	19.5	.1
896,174	5,973	272,109	1,174,256	78.3	67.3
1,683,741	4,850	315,442	2,004,033	140.2	5.4
1,569,027	4,968	523,712	2,097,707	190.0	80.2
80,173	691	37,714	118,578	10.0	10.0
67,257	315	19,666	87,238	8.1	1.0
238,291	1,091	55,124	294,506	25.1	10.5
144,992	1,164	33,286	179,442	13.2	3.9
214,699	1,658	68,306	284,663	20.7	7.0
87,725	679	21,047	109,451	7.2	6.2
266,433	1,296	68,127	335,856	33.5	12.1
80,846	360	12,119	93,325	.2	.6
515,011	2,529	164,963	682,503	34.5	32.8
407,855	2,081	65,229	475,165	53.0	19.0
54,556	356	12,927	67,839	3.0	3.2
1,650,093	11,519	457,124	2,118,736	191.0	231.2
1,741,542	7,536	756,079	2,505,157	192.6	67.7
43,706	287	22,903	66,896	1.5	5.5
178,608	926	55,297	234,831	27.0	6.4
66,031	172	14,145	80,348	2.1	1.5
80,823	601	42,472	123,896	4.2	9.5
230,561	1,399	47,679	279,639	30.4	14.2
186,107	1,152	32,489	219,748	7.0	22.4
81,497	690	29,729	111,916	10.0	7.9

Table XI

NUMBER OF MEDIA ITEMS IN INDIVIDUAL SCHOOL COLLECTIONS MARYLAND PUBLIC SCHOOLS: 1977-1978

		Materials Collections	
Local Unit	Total Enrollment*	Total Collection	State Criteria† (20 items per pupil)
Total State	851,440	13,985,965	17,028,800
Allegany	15,661	240,236	313,220
Anne Arundel	77,179	1,174,256	1,543,580
Baltimore	115,331	2,097,707	2,306,620
Calvert	7,991	118,578	159,820
Caroline	5,061	87,238	101,220
Carroll	20,716	294,506	414,320
Cecil	13,804	179,442	276,080
Charles	18,287	284,663	365,740
Dorchester	5,756	109,451	115,120
Frederick	23,483	335,856	469,660
Garrett	5,761	93,325	115,220
Harford	33,504	682,503	670,080
Howard	26,498	475,165	529,960
Kent	3,314	67,839	66,280
Montgomery	112,625	2,118,736	2,252,500
Prince George's	144,517	2,505,157	2,890,340
Queen Anne's	4,925	66,896	98,500
St. Mary's	12,707	234,831	254,140
Somerset	4,401	80,348	88,020
Talbot	4,465	123,896	89,300
Washington	22,386	279,639	447,720
Wicomico	14,989	219,748	299,780
Worcester	5,983	111,916	119,660
Baltimore City	152,096	2,004,033	3,041,920

*Enrollment as of September 30, 1977

†*Criteria for Modern School Media Programs.* The figure 20 represents the minimal requirements.

Items Needed to Meet State Criteria		Items Above State Criteria	
Number	Percent	Number	Percent
3,042,835	17.9	48,578	0.3
72,984	23.3	—	—
369,324	23.9	—	—
208,913	9.1	—	—
41,242	25.8	—	—
13,982	13.8	—	—
119,814	28.9	—	—
96,638	35.0	—	—
81,077	22.2	—	—
5,669	4.9	—	—
133,804	28.5	—	—
21,895	19.0	—	—
—	—	12,423	1.9
54,795	10.3	—	—
—	—	1,559	2.4
133,764	5.9	—	—
385,183	13.3	—	—
31,604	32.1	—	—
19,309	7.6	—	—
7,672	8.7	—	—
—	—	34,596	38.7
168,081	37.5	—	—
80,032	26.7	—	—
7,744	6.5	—	—
1,037,887	34.1	—	—

Table XII

NUMBER AND PERCENT OF SCHOOLS MEETING CRITERIA* FOR LIBRARY MEDIA CENTER STAFF IN MARYLAND PUBLIC SCHOOLS: 1977-78

Local Unit	Number Schools	Professionals Fully Certified	Professionals Not Certified	Technical/ Clerical Aides	No. of schools with suggested no. of profs. meeting Criteria*	Percentage of schools with suggested no. of profs. meeting Criteria*
State Total	1,334	1,090.1	30.7	385.3	619	38.1
Allegany	33	19.5	0.2	0.1	3	9.0
Anne Arundel	109	80.4	2.3	41.6	33	30.2
Baltimore	163	190.0	2.1	80.2	108	66.2
Calvert	14	10.0	0.5	10.0	5	35.7
Caroline	9	8.1	—	1.0	8	88.8
Carroll	29	25.1	—	10.5	15	51.7
Cecil	26	13.2	0.4	3.9	3	11.5
Charles	29	20.7	1.0	7.0	12	41.3
Dorchester	15	7.2	1.3	6.2	6	40.0
Frederick	36	33.5	1.0	12.1	20	55.5
Garrett	16	0.2	0.1	0.6	—	—
Harford	40	34.5	0.5	33.8	22	55.0
Howard	47	53.0	1.0	20.0	44	93.6
Kent	8	3.0	2.0	3.2	1	12.5
Montgomery	191	191.0	—	23.6	120	62.8
Prince George's	226	194.6	0.5	68.2	117	51.7
Queen Anne's	9	1.5	1.5	5.5	—	—
St. Mary's	25	26.0	—	5.9	19	76.0
Somerset	17	2.0	—	1.5	2	11.7
Talbot	11	4.2	0.5	9.5	1	09.0
Washington	45	23.4	3.6	6.2	13	28.8
Wicomico	24	7.0	—	21.4	2	08.3
Worcester	15	9.0	—	7.9	7	46.6
Baltimore City	197	133.0	12.5	5.4	58	29.4

Criteria for Modern School Library Media Programs, MSDE, 1975, p. 21

Table XIII

COST OF TEXTBOOKS AND LIBRARY BOOKS: PRE K-12 MARYLAND PUBLIC SCHOOLS: 1977-78

Local Unit	Cost of Textbooks		Cost of Library Books	
	Amount*	Per Pupil†	Amount*	Per Pupil†
State Total	$11,045,610	$13.10	$6,046,741	$ 7.29
Allegany	143,030	9.52	174,183	11.59
Anne Arundel	1,491,255	19.93	959,085	12.91
Baltimore	3,157,826	27.16	695,525	6.05
Calvert	135,596	19.48	98,582	14.16
Caroline	39,670	8.08	35,148	7.16
Carroll	212,627	11.12	167,072	8.81
Cecil	108,163	8.27	109,448	8.64
Charles	215,007	12.77	210,419	12.50
Dorchester	54,074	9.31	26,633	4.67
Frederick	261,783	11.69	153,118	6.97
Garrett	49,459	8.56	52,479	9.11
Harford	617,963	19.06	356,797	11.01
Howard	327,959	13.72	216,642	9.06
Kent	61,559	18.85	32,880	10.07
Montgomery	1,070,142	9.09	839,008	7.41
Prince George's	1,635,655	11.37	1,390,036	10.00
Queen Anne's	55,992	11.96	25,680	5.48
St. Mary's	137,569	11.77	101,205	8.72
Somerset	41,368	10.12	33,543	8.21
Talbot	69,646	15.76	50,248	11.54
Washington	283,433	12.96	153,461	7.02
Wicomico	132,534	10.35	69,806	5.47
Worcester	90,904	15.31	70,667	11.90
Baltimore City	652,396	4.05	25,076	0.16

*Selected Financial Data, Maryland Public Schools 1977-78, Part II MSDE-ADM 075 (R) 201 2/77 Table 2
†Selected Financial Data, Maryland Public Schools 1977-78, Part I MSDE-ADM 075 (R) 200 2/77 Tables 17 & 18

Library for the Blind and Physically Handicapped Planning Committee 1977-1978

Norma Claypool
Library Patron

Caryl Emens
Montgomery County Department of Public Libraries

Lance Finney
Maryland State Department of Education
Division of Library Development and Services

Stella Loeffler
Maryland State Department of Education
Division of Library Development and Services

Joan Maynard
Maryland State Department of Education
Division of Special Education

John McCraw
Baltimore Chapter, Federation of the Blind

Linda Mielke
Maryland State Department of Education
Division of Library Development and Services

Al Miller
Library for the Blind and Physically Handicapped

James Murray
Library for the Blind and Physically Handicapped

James Partridge
Maryland State Department of Education
Division of Library Development and Services

Ralph Sanders
Blind Industries and Services

Eugene Spurrier
Maryland State Department of Education
Division of Vocational Rehabilitation

Susan Steele
Dorchester County Public Library

Charles Walcutt
Library Patron

LSCA Advisory Committee 1977-1978

Cathy O'Connell Helmer, Chairperson
Washington County Free Library

Kai-Yun Chiu
Library Company of the Baltimore Bar

William Cunningham
University of Maryland

Jean Curtis
Enoch Pratt Free Library

Mary Louise Daneri
Dept. of Health & Mental Hygiene

Honore Francois
Prince George's Co. Memorial Library

Robert Goldsmith
Trustee, St. Mary's County

George Grant
Morgan State University

Anne Jones
Calvert County Board of Education

Naomi Keiter
Maryland State Department of Education

William Martin
State Office on Aging

John McCraw
Balto. Chapter, Federation of the Blind

Douglas Michael
Allegany Community College

George Sands
Caroline County Public Library

Brenda Vogel
Division of Corrections

Maxine Warfield
Trustee, Howard County Library

Barbara Webb
Baltimore County Public Library

Louis Wilson
Community College of Baltimore

Maryland Advisory Council On Libraries 1977-1978

Marion Satterthwaite, Chairman
James A. Avirett
Herbert A. Davis
Annie T. Reid
Kathleen L. Robie
Grace Slocum
William Tilghman

James A. Gary
Enoch Pratt Free Library
Henry Vollmer
State Board for Higher Education
Kieth Wright
University of Maryland
Ruth Almeida
Maryland Library Association
Nettie B. Taylor, Secretary
Maryland State Department of Education

Maryland Continuing Education Committee 1977-1978

Tom Bradley
Prince George's County Public Schools
Barbara Brownlow
Coordinator, Associate Librarian Training Program
Regina Crutchfield
Montgomery County Schools
Mary Hackman
Anne Arundel County Public Schools
Elsie Lawson
Maryland State Department of Education
Mary Mallery
Western Maryland Regional Library
Jack Siggins
University of Maryland
Claudia Sumler
Kent County Public Library
Rebecca Weir
Prince George's County Memorial Library
Kieth Wright
University of Maryland
Charmaine Yochim
Prince George's Community College

Network Planning Committee 1977-1978

Joanne Harrar, Chairperson
University of Maryland
George Bachmann
Western Maryland College
William Cunningham
University of Maryland
Karen Dowling
Montgomery County Public Schools
Cyril Feng
University of Maryland
Mildred Fields
Essex Community College
Arthur Goetz
Wicomico County Free Library
Edward Hall
Anne Arundel County Public Library
Tom Healy
Prince George's County Memorial Library
Charles Robinson
Baltimore County Public Library
Ernest Siegel
Enoch Pratt Free Library
Tom Strader
Towson State University
David Sumler
State Board of Higher Education
Brenda Vogel
Division of Corrections
James Walton
Johns Hopkins University
John Zimmerman
Frostburg State College

School Library Media Advisory Committee 1977-1978

Edgar W. Reynolds
Supervisor of Instructional Media Services
Allegany County Board of Education

A. Brian Helm
Coordinator of Library Media Services
Anne Arundel County Public Schools

Gerald F. Doyle
Coordinator of Media and Technology
Baltimore City Public Schools

Frances O. Fleming
Coordinator of Library Services
Baltimore County Public Schools

Anne Jones
Media Specialist
Calvert County Board of Education

Morgan E. Williams
Director of Elementary Education
Caroline County Board of Education

Sabra C. Kittner
Supervisor of Educational Media
Carroll County Board of Education

Carmelo J. Palazzo
Supervisor of Fine Arts and
Library Media Services
Cecil County Board of Education

James E. Forcum
Supervisor for Instructional Media
Charles County Board of Education

William Potter
Assistant Superintendent for
Instructional Services
Dorchester County Board of Education

Charlotte S. Holter
Supervisor of Library Media Services
Frederick County Board of Education

Albert R. Ringer
Assistant Superintendent, Curriculum
and Instruction
Garrett County Board of Education

Mary Ellen Kennedy
Supervisor of Library Services
Harford County Public Schools

H. Thomas Walker, Jr.
Supervisor of Media Services
Howard County Public School System

Robert J. Eckert
Director of Instructional Services
Kent County Board of Education

Nancy Walker, Director
Department of Instructional Resources
Montgomery County Board of Education

Edward W. Barth
Supervisor of Library Media Services
Prince George's County Public Schools

William A. Biddle
Supervisor of Resources
Queen Anne's County Board of Education

Eleanor Ripple
Media Supervisor
St. Mary's County Public School System

H. DeWayne Whittington
Supervisor of Special Programs
Somerset County Board of Education

Frederick Distler
Director of Instruction
Talbot County Board of Education

Richard Predmore
Director of Instructional Resources
Washington County Board of Education

Karyn R. Meadows
Specialist in Media Services
Wicomico County Board of Education

Alfred S. Hancock
Supervisor of Instruction
Worcester County Board of Education

Sister Joan Marie Stief, O.S.B.
Coordinator of Library Media Services
Division of Elem. & Sec. Schools
Archdiocese of Baltimore

G. Patrick Canan
Coordinator of Library Media Services
Archdiocese of Washington

State Advisory Planning Committee 1977-1978

Grace Slocum, Chairperson
Cecil County Library

Thomas Bradley
Prince George's Co. Public Schools

Frederick Breitenfeld
Md. Center for Public Broadcasting

Offie Clark
Trustee, Harford County Library

Yvette Dixon
Dept. of Health & Mental Hygiene

Shirley Fitzgibbons
University of Maryland

William Gideon
Trustee, Anne Arundel County

George Grant
Morgan State University

Cloyd Dake Gull
Information Specialist

Joanne Harrar
University of Maryland

Val Hymes
Free-lance Journalist

Charlotte Holter
Frederick Co. Board of Education

Mary McNally
Dorchester County Public Library

Roy Millenson
Association of American Publishers

Decatur Miller
Trustee, Enoch Pratt Free Library

Jean Barry Molz
Baltimore County Public Library

Kathleen L. Robie
Advisory Council on Libraries

Marion Satterthwaite
Trustee, Anne Arundel County

David Sturdivant
Maryland Association of Counties

Clearman Sutton
Maryland Rehabilitation Center

Henry Vollmer
Maryland State Bd. for Higher Education

Charmaine Yochim
Prince George's Community College

Staff of the Division of Library Development and Services (July 1977-June 1978)

Assistant State Superintendent for Libraries

Nettie B. Taylor

Specialist—William A. Streamer, Jr.
(Library Information and Reports)

State Library Network Planning and Interlibrary Cooperation

J. Maurice Travillian

Office of Public Library Services

Administrator—Stella M. Loeffler

Specialists
- Mary L. Eidleman (Library Information and Referral Services)
- Lance C. Finney (Library Planning and Facilities)
- Ralph E. Gers (Regional Library Services)
- Linda Mielke (Community Services)
- H. Thomas Walker (Adult Services)

Institutional Library Services Unit

Specialist—James C. Partridge, Jr.

Library for the Blind and Physically Handicapped

Specialists
- Alvin E. Miller
- James Murray

Office of School Media Services

Administrator—David R. Bender

Specialists
- Naomi Butler (Field Services)
- Elsie H. Lawson* (Staff Development)
- Rosa Presberry (Special Programs)
- James L. Smith (Educational Technology)
- Estelle B. Williamson (Field Services)

State Media Services Center

Librarian, Media Center Specialist—Elsie A. Leonard
Associate Librarian—Eleanor K. Hocker
Assistant—Margaret J. Smith
Audio-Visual Technician—Drusilla Simpkins

* On loan from L.E.A.

Members of the Maryland State Board of Education *

President		
William G. Sykes	Baltimore	1981
Vice President		
Lawrence A. Miller	Baltimore	1982
G. George Asaki	Pasadena	1982
May B. Bolt	Frostburg	1984
Mary Elizabeth Ellis	Salisbury	1983
Verna M. Fletcher	Silver Spring	1984
Joanne T. Goldsmith	District Heights	1980
Albertine T. Lancaster	California	1981
Charles E. Thompson	Baltimore	1980

Secretary-Treasurer of the Board
State Superintendent of Schools
David W. Hornbeck

Deputy State Superintendent of Schools
Joseph L. Shilling

Assistant State Superintendent for Libraries
Nettie B. Taylor

Mailing Address:
P.O. Box 8717, B.W.I. Airport
Baltimore, Maryland 21240

The Maryland State Department of Education does not discriminate on the basis of race, color, sex, age, national origin, religion, or handicapping condition in matters affecting employment or in providing access to programs.

*State Board members listed are those in office at time of publication.